

# Works Within Road Reserve Permit Contractor Responsibilities and Conditions

There are a number of conditions which must be adhered to by contractors undertaking works within road reserves. These should be read and understood prior to submitting an application for a permit.

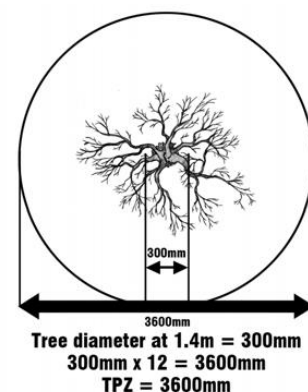
1. These conditions apply to any works being undertaken within the road reserve such as;
  - Stormwater drainage and pit installations;
  - Vehicle crossing construction and modifications
  - Water supply and sewer connections
  - Pathway and kerb and channel works
  - Installation or work on public utilities (power, NBN, telecommunications, gas etc)
  - Road works
  - Works on a nature strip (not including maintenance activities such as lawn mowing or maintaining an existing surface such as gravel or toppings)
2. An approved Works within Road Reserve (WWRR) permit must be obtained by the applicant prior to commencing works on site.
3. A Certificate of Currency for Public Liability Insurance to the value of \$10,000,000 (minimum) must be provided with the application.
4. It is the permit holders responsibility:
  - a. To liaise with other authorities to ensure damage does not occur to services;
  - b. To ensure safety of pedestrian and vehicular traffic. Any temporary signage must conform with the Road Management Act (2008), and where traffic will be affected, a Traffic Management Plan may be required to be submitted with the application
  - c. To ensure that the work site is safe at all time including any excavation left open or uncompleted overnight.
5. Works within any road pavements with sealed surfaces shall be bored unless otherwise approved by Council. Where trenching reinstatement is required, backfill shall be as follows:  
**FOOTPATH** – Class 3 F.C.R. to surface  
**NATURE STRIPS** – Excavated materials topped with sodded grass or 50mm of earth with lawn seed  
**ROADWAY, PARKING AREAS OR HARD STANDING AREAS** – Class 3 F.C.R. for full depth other than top 200mm which shall be Class 2 F.C.R.  
Compaction must be sufficient to ensure that no subsidence occurs, ie. Use of materials at suitable moisture content, then place and compact in 150mm layers using suitable roller or vibrating plate.
6. Works must not commence on site until the applicant receives an approved permit from Council
7. Reinstatement of any disturbed areas must be undertaken by the permit holder in a timely manner, and to Council's satisfaction. The permit holder must arrange a final inspection with Council's Asset Protection Officer to obtain final sign off on the reinstatement works..
8. Impact to traffic (vehicular and pedestrian) shall be kept to a minimum and the permit holder must maintain a safe worksite. In the event of traffic safety being impacted, Council may be required to undertake emergency works to overcome any hazardous conditions and charge the permit holder for the relevant costs. Any delays to vehicular traffic shall be limited to maximum of 15 minutes.

## 9. TREE PROTECTION ZONE (TPZ)

The Tree Protection Zone is a specified area above and below ground and at a given distance from the trunk set aside for the protection of a tree's roots and crown to provide for the viability and stability of a tree to be retained where it is potentially subject to damage by development.

### DETERMINING THE TREE PROTECTION ZONE

- TPZ radius = trunk diameter @ 1.4m high x 12 (*see example*)
- Radius is measured from the centre of the stem at ground level.
- A TPZ should not be less than 2 metres nor greater than 15 metres (*except where crown protection is required*)



**For clarification of the Tree Protection Zone please refer to AS 4970-2009 or contact Council on 5261 0600.  
At no stage is excavation permitted within the TPZ unless authorised by Surf Coast Shire Council.**

